

ANNUAL PROCUREMENT PLAN (2021-2022)
(Works, Goods and Services)

Ministry/Division : Finance Division
Head of Procuring Entity Name : Sr. Secretary, Finance Division.
Procuring Entity Name : Assitant Secretary (Admin-6).

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
Package No	Description of Procurement Package	Unit	Quantity	Procurement Method & Type	Contract Approving Authority	Source of Funds	Estd. Cost in Million Tk.	Time Code for Process	Not Used in GOODS	Invite/ Advise Tender	Tender Opening	Tender Evaluation	Approval to Award	Notification of Award	Signing of Contract	Total time to contract Signature	Time for Completion of Contract
1.	Stationery	-	Copy Attached	OTM Or RFQ	HOPE Or As per deligation	GOB	5.0	3 months	-	November'21	December'21	December'21	December'21	January'22	January'22	November'21 to January'22	November'21 to January'22
2.	Computer Printer Toner & other accessories.	-	Copy Attached	OTM Or RFQ	D0	Do	5.0	3 months	-	November'21	December'21	December'21	December'21	January'22	January'22	November'21 to January'22	November'21 to January'22
3.	Computer	-	115	OTM Or RFQ	D0	Do	8.0	5 months	-	December '21	January '22	February '22	February '22	March '22	March '22	December'21 to April'22	December'21 to April'22
4.	Printer (Heavy Duty)	-	50	OTM Or RFQ	D0	Do	2.5	5 months	-	December '21	January '22	February '22	February '22	March '22	March '22	December'21 to April'22	December'21 to April'22
5.	Color Printer	-	04	OTM Or RFQ	D0	Do	2.5	4 months	-	December '21	January '22	February '22	February '22	March '22	March '22	December'21 to March'22	December'21 to March'22
6.	Scanner	-	100	OTM Or RFQ	D0	Do	2.5	5 months	-	December '21	January '22	February '22	February '22	March '22	March '22	December'21 to April'22	December'21 to April'22
7.	Pen Drive (16 GB, 32 GB & 64 GB)	-	200	OTM Or RFQ	D0	Do	2.5	5 months	-	December '21	January '22	February '22	February '22	March '22	March '22	December'21 to April'22	December'21 to April'22
8.	Monitor 27"	-	10	OTM Or RFQ	D0	Do	2.5	4 months	-	December '21	January '22	February '22	February '22	March '22	March '22	December'21 to March'22	December'21 to March'22
9.	Furniture	-	Copy Attached	RFQ	Do	Do	6.0	5 months	-	December '21	January '22	February '22	February '22	March '22	March '22	December'21 to April'22	December'21 to April'22
10.	Micro Bus	-	02	OTM	Do	Do	8.0	5 months	-	December '21	January '22	February '22	February '22	March '22	March '22	December'21 to April'22	December'21 to April'22
11.	Photocopy Machine	-	05	OTM Or RFQ	Do	Do	1.5	4 months	-	December '21	January '22	February '22	February '22	March '22	March '22	December'21 to March'22	December'21 to March'22
12.	Photocopier Toner	-	60	OTM Or RFQ	Do	Do	0.5	3 months	-	November'21	December'21	December'21	December'21	January'22	January'22	November'21 to January'22	November'21 to January'22
13.	Stand Hanger	-	59	RFQ	Do	Do	0.05	3 months	-	November'21	December'21	December'21	December'21	January'22	January'22	November'21 to January'22	November'21 to January'22
14.	Laptop	-	18	OTM Or RFQ	Do	Do	1.0	4 months	-	December '21	January '22	February '22	February '22	March '22	March '22	December'21 to March'22	December'21 to March'22

Contd.....P/2.

স্বাধীনতা সঙ্গী
সংস্করণ
সর্ব বিকাশ, সর্ব সুস্বাস্থ্য
স্বাধীনতা বাংলাদেশ সরকার

